

CONSENT AGENDA
July 8, 2013

A. APPROVAL OF MINUTES

**1. SUBJECT: APPROVAL OF MINUTES DATED
FEBRUARY 11, 2013**

ISSUE/PURPOSE: The above listed minutes are before the Board for approval. See TAB **B**.

B. APPROPRIATIONS AND TRANSFERS

**1. SUBJECT: FLOYD LIBRARY FY 14 BUDGET
APPROPRIATION**

**A-FY-14-
FLOYD LIBRARY
FY 14 BUDGET APPROPRIATION**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2014 for the function and in the amount as follows:

720	Floyd Library	\$200,620
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The sources of funds for the foregoing appropriation are as follows:

<u>Revenue Account</u>	
415211 Sale of Copies	\$ 5,000
416156 Floyd County Reimbursement	\$143,834
416157 Town of Floyd Contribution	\$ 3,000
416151 Fines and Fees	\$ 16,000
424409 State Library Grant	<u>\$ 32,786</u>
Total	\$200,620

Said resolution appropriates operating funds for the Floyd Library for FY 14.

ISSUE/PURPOSE: Floyd Library appropriation.

JUSTIFICATION: The Floyd Library budget is appropriated after the beginning of the fiscal year when revenue amounts are known. This resolution establishes the appropriation for the Floyd Library.

**2. SUBJECT: NEW RIVER VALLEY EMERGENCY
COMMUNICATIONS REGIONAL
AUTHORITY**

**A-FY-14-
NEW RIVER VALLEY EMERGENCY
COMMUNICATIONS REGIONAL AUTHORITY**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2014, for the function and in the amount as follows:

110 NRV Emergency Communications Regional Authority \$140,000

The source of the funds for the foregoing appropriation is as follows:

Revenue Account
419108 Recovered Costs \$140,000

Said resolution appropriates funds recovered from other members of the NRV Emergency Communications Regional Authority to cover Authority costs.

ISSUE/PURPOSE: Appropriate recovered costs.

JUSTIFICATION: In accordance with a memorandum of understanding between the NRV Emergency Communications Regional Authority and Montgomery County as the fiscal agent, the County employs the Executive Director. The Authority reimburses the County for all costs associated with the position. This resolution appropriates funds to cover these costs for the year.

**3. SUBJECT: PUBLIC SAFETY ANSWERING POINT
(PSAP) STATE GRANT**

**A-FY-14-
PUBLIC SAFETY ANSWERING POINT (PSAP)
STATE GRANT AWARD**

BE IT RESOLVED, By the Montgomery County Board of Supervisors that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2014 for the function and in the amount as follows:

801 Planning & GIS Grants \$148,100

The source of the funds for the foregoing appropriation is as follows:

Revenue Account

424401 PSAP State Grant	\$148,100
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Said resolution appropriates the Public Safety Answering Point (PSAP) State Grant award.

ISSUE/ PURPOSE: Appropriate PSAP Grant.

JUSTIFICATION: The County has been awarded \$148,100 under the Public Safety Answering Point grant program to improve GIS data sharing among all the participants in the Regional 911 Authority. There is no local match requirement. This project is intended to improve response times for local and state responders. The County working with the New River Valley Emergency Communications Regional Authority will implement this project.

4. SUBJECT: RSVP GRANT

**A-FY-14-
RSVP GRANT**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2014, for the function and in the amount as follows:

520 Human Services	\$1,500
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The source of the funds for the foregoing appropriation is as follows:

Revenue Account

25202-433107 Grant	\$1,500
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Said resolution appropriates additional grant funds for RSVP from the Corporation for National and Community Services.

ISSUE/PURPOSE: Grant funds appropriation.

JUSTIFICATION: This resolution appropriates an additional one-time grant augmentation of \$1,500 received from the Corporation for National and Community Service for the RSVP grant.

5. SUBJECT: REASSESSMENT

**A-FY-14-
REASSESSMENT
FY 14 OPERATING COSTS APPROPRIATION**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2014, for the function and in the amount as follows:

153	Reassessment	\$27,500
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The source of the funds for the foregoing appropriation is as follows:

<u>Revenue Account</u>	
451203	Undesignated Fund Balance
	\$27,500

Said resolution appropriates FY 14 operating costs for the Reassessment Office.

ISSUE/PURPOSE: Appropriate funds for the Reassessment Office operations.

JUSTIFICATION: Funds are needed to cover the office operating costs for the Reassessment Project. The estimated costs of \$27,500 include:

- Office Supplies \$ 8,500
- Mailing services and postage \$14,000
- Printing costs \$ 5,000

Property cards are printed for each property and notices are required to be sent to property owners as a part of the process.

**6. SUBJECT: REASSESSMENT AND MAGISTRATE
FACILITY – INFORMATION TECHNOLOGY
START UP COSTS**

**A-FY-14-
REASSESSMENT AND MAGISTRATE FACILITY
INFORMATION TECHNOLOGY START UP COSTS**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2014, for the function and in the amount as follows:

- 140 Information Technology
 – Magistrate and Reassessment Relocation \$56,000

The source of the funds for the foregoing appropriation is as follows:

Revenue Account

451203 Undesignated Fund Balance \$56,000

Said resolution appropriates funding to cover the Information Technology start-up costs for the Reassessment and Magistrate facility.

ISSUE/PURPOSE: Reassessment and Magistrate facility.

JUSTIFICATION: Funds are needed to cover the cost of providing technology to the leased facility to house both the Reassessment Project and the Magistrate offices. Total costs are estimated at \$56,000 for both offices. Of this amount, \$24,000 is necessary for the network connection costs for both offices, and \$16,000 is to set-up the Reassessment Office with computers, printers, copiers, phones and cameras. The remainder of the costs estimated at \$16,000 is specific to the Magistrate's Office as follows:

Magistrate	
T-1	\$8,000
ISDN	\$2,000
Video Conferencing	\$4,000
IP Telephones	\$2,000
Total	\$16,000

7. SUBJECT: RE-APPROPRIATION OF GRANTS

**A-FY-14-
 RE-APPROPRIATION OF GRANTS**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2014, for the function and in the amount as follows:

111	Emergency Services Grants	\$102,683
143	Customer Premises Equipment Grants	\$ 41,917
201	Domestic Violence Victim Fund	\$ 27,153
251	Technology Trust Fund (TTF)	\$ 6,453
321	Selective Traffic Enforcement	\$ 25,715
	DARE Program	\$ 889
	Project Lifesaver	\$ 10,039

710	Library Gates Grant	\$ 46,774
721	Floyd Library Gates Grant	\$ 17,347
801	Planning & GIS Grants	\$ 8,876
911	Huckleberry Trail VDOT Grant – Christiansburg	<u>\$578,000</u>
	Total	\$865,846

The sources of funds for the foregoing appropriation are as follows:

Revenue Account:

02111-424401	IECP Training	\$ 10,000
21111 434401	RADIO Interoperability	\$ 92,683
21432-424401	VITA State Grants	\$ 41,917
02201-424401	Domestic Violence Victim Fund	\$ 27,153
02251 423100	Technology Trust Fund (TTF)	\$ 6,453
23212 424401	Selective Enforcement	\$ 25,715
28016 424402	TAG Planning Grant	\$ 8,876
29113HT 434401	Huckleberry Trail	\$578,000
02-451205	Designated Fund Balance	<u>\$ 75,049</u>
	Total	\$865,846

Said resolution re-appropriates available account balances of Grants as of June 30, 2013.

ISSUE/PURPOSE: Re-appropriate outstanding grant balances.

JUSTIFICATION: Each year balances remaining in the accounts for federal and state grants are re-appropriated. Grants frequently cover a period of time that varies from the County fiscal year, and the funds provided through grants are often on a project basis, meaning they continue through the life of the project up to the grant award amount. In order to complete projects, cover payments submitted through grant programs, ensure the use of funds for their mandated purpose, and make required refunds, balances are re-appropriated from fiscal year to fiscal year.

8. SUBJECT: SHERIFF'S DEPARTMENT – DEN HILL RANGE

**A-FY-14-
SHERIFF'S DEPARTMENT
DEN HILL RANGE – RE-APPROPRIATION**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2014, for the function and in the amount as follows:

324 Sheriff - County	\$74,821
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The source of the funds for the foregoing appropriation is as follows:

Revenue Account

451205 Designated Fund Balance	\$74,821
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Said resolution re-appropriates remaining account balances of the Den Hill Range as of June 30, 2013.

ISSUE/PURPOSE: Re-appropriate Den Hill Range funds.

JUSTIFICATION: This resolution appropriates unspent Den Hill Range funds that remained at June 30, 2013. These funds were earmarked for the development of the range and need to be carried over to continue the project.

9. SUBJECT: TECHNOLOGY RESERVE FUND

**A-FY-14-
TECHNOLOGY RESERVE FUND**

WHEREAS, The Board of Supervisors approved establishment of a Technology Reserve Fund on October 11, 2005; and

WHEREAS, \$318,308 in additional funds will be added to the reserve fund from the Information Technology Department's 2013 savings; and

WHEREAS, The actual cost and timeframe for implementation of some technology projects has not yet been established; and

WHEREAS, These funds are reserved for Information Technology projects and must be appropriated once the projects and costs are known.

NOW, THEREFORE BE IT RESOLVED, By the Board of Supervisors of the County of Montgomery, Virginia that the Technology Reserve Fund be increased by \$318,308 to cover the future costs of technology projects for a total balance of \$883,212.

ISSUE/PURPOSE: Increase the Technology Reserve Fund.

JUSTIFICATION: Based on the Board's policy established in October 2005, this resolution adds the savings from the Information Technology Department to the Technology Reserve Fund for future technology projects.

10. SUBJECT: COUNTY DESIGNATED CARRYOVERS

**A-FY-14-
COUNTY DESIGNATED CARRYOVERS**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2014 for the function and in the amount as follows:

110	County Administration	\$114,135
200	Commonwealth Attorney	\$ 18,868
250	Clerk of Court	\$ 28,000
321	Sheriff	\$ 1,071
520	RSVP	\$ 8,633
700	Parks and Recreation	\$ 14,046
710	Library	\$ 30,537
720	Floyd Library	\$ 43,337
800	Planning and GIS	\$ 53,169
900	Special Projects	<u>\$127,284</u>
	Total	\$439,080

The source of the funds for the foregoing appropriation is as follows:

<u>Revenue Account</u>	
451205	Designated Fund Balance
	\$439,080

Said resolution re-appropriates funds through donations, fundraising, scholarships, conservation easements, federal forfeited assets, Gypsy Moth program, VDOT Revenue Sharing and other funds earmarked for specific purposes that were not expended by year-end.

ISSUE/PURPOSE: Re-appropriates County Designated Funds.

JUSTIFICATION: This resolution re-appropriates funds that the County has earmarked for specific purposes such as VDOT Revenue Sharing monies for roads and other designated funds that were not expended by year-end. Each year, the Board carries forward designated funds that are unexpended at year-end. This resolution re-appropriates these funds for use in the current year.

11. SUBJECT: RE-APPROPRIATION OF COUNTY ENCUMBRANCES

**A-FY-14-
RE-APPROPRIATION OF COUNTY ENCUMBRANCES**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2014, for the function and in the amount as follows:

100	Board of Supervisors	\$481
110	County Administration	\$52,691
130	Financial and Management Services	\$2,340
140	Information Technology	\$33,618
141	Information Technology Grants	\$2,678
180	Internal Services	\$148,604
310	Sheriff – Compensation Board	\$31,750
321	Sheriff's Grants	\$8,500
330	Fire and Rescue	\$16,819
400	General Services	\$238,515
700	Parks and Recreation	\$9,796
710	Library	\$98,803
720	Floyd Library	\$14,314
800	Planning and GIS	<u>\$35,416</u>
	Total	\$694,325

The source of funds for the foregoing appropriation is as follows:

Revenue Account

451205	Designated General Fund Balance	\$694,325
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Said resolution re-appropriates monies supporting the balances of outstanding purchase orders as of June 30, 2013.

ISSUE/PURPOSE: Re-appropriate outstanding purchase orders.

JUSTIFICATION: Each year, the balances of outstanding purchase orders are re-appropriated into the next fiscal year. In April, departments were sent a memorandum indicating that they should advise the Financial and Management Services Department of the status of outstanding purchase orders. Balances have been confirmed through the final posting of invoices paid through June 30, 2013.

12. SUBJECT: RE-APPROPRIATION OF COUNTY CAPITAL PROJECTS ENCUMBRANCES

**A-FY-14-
RE-APPROPRIATION OF
COUNTY CAPITAL PROJECTS ENCUMBRANCES**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the County Capital Projects was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2014, for the function and in the amount as follows:

110	Government Center/Building C	\$ 74,430
	Courthouse Project	\$ 604,577
320	Jail Renovation/Public Safety Building	\$8,475,088
330	Fire and Rescue	\$ 471,966
810	Planning and GIS	<u>\$ 4,614</u>
	Total	\$ 9,630,675

The source of funds for the foregoing appropriation is as follows:

Revenue Account

451205	Designated County Capital Projects	
	Fund Balance	\$9,630,675

Said resolution re-appropriates monies supporting the balances of outstanding purchase orders remaining in the County Capital Projects fund as of June 30, 2013.

ISSUE/PURPOSE: Re-appropriate outstanding capital fund purchase orders.

JUSTIFICATION: Each year, the balances of outstanding purchase orders are re-appropriated into the next fiscal year. In April, departments were sent a memorandum indicating that they should advise the Financial and Management Services Department of the status of

outstanding purchase orders. Balances have been confirmed through the final posting of invoices paid through June 30, 2013.

13. SUBJECT: RE-APPROPRIATION OF COUNTY CIP PROJECTS

**A-FY-14-
RE-APPROPRIATION OF
COUNTY CIP PROJECTS**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the County Capital Projects Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2014, for the function and in the amount as follows:

110	Government Center	\$581,298
	Building C Renovation	\$10,454
	Courthouse Project	\$66,157
142	Munis Document Management	\$2,975
320	Public Safety Building	\$2,543,530
330	Fire and Rescue	\$187,741
400	Animal Control	\$7,187
	Elliston Bridge	\$22,036
	Consolidated Sites	\$32,689
700	Park Revitalization	\$150,835
	Frog Pond	\$9,728
710	Meadowbrook Library	\$12,590
800	GIS	\$24,841
	Topo Maps	<u>\$22,544</u>
	Total	\$3,674,605

The source of funds for the foregoing appropriation is as follows:

Revenue Accounts:

451205	Designated Fund Balance	\$3,674,605
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Said resolution re-appropriates remaining account balances of CIP projects.

ISSUE/PURPOSE: Re-appropriate County Capital Improvement Projects.

JUSTIFICATION: CIP projects are approved for the length of the project. Consequently, at the end of each year, the available balances remaining in these accounts are re-appropriated until the close of the project. This resolution re-appropriates those balances for the CIP accounts in the County Capital Projects Fund.

Funds encumbered for contractual arrangements or purchases orders within these accounts will be appropriated through another resolution at the time all purchase orders are carried forward into the new year.

In order to identify completed projects, CIP project managers were asked to report on the status of these projects and justify the re-appropriation of funds. The results are reported in a status report included as TAB C.

14. SUBJECT: RE-APPROPRIATION OF SCHOOL CIP PROJECTS

**A-FY-14-
RE-APPROPRIATION OF
SCHOOL CIP PROJECTS**

BE IT RESOLVED, That the School Capital Projects Fund was granted an appropriation in addition to the annual appropriation for fiscal year ending June 30, 2014 for the function and in the amount as follow:

600	Capital Projects Fund - Schools	\$48,335,788
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The source of funds for the foregoing appropriation is as follows:

Revenue Account

451204	Capital Projects Fund Balance	\$48,335,788
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Said resolution re-appropriates remaining account balances of School CIP projects. These balances exclude encumbrances which will be re-appropriated through a second resolution.

ISSUE/PURPOSE: Re-appropriate School Capital Projects.

JUSTIFICATION: School Capital Projects are approved for the length of the project. Consequently, at the end of each year, the available balances remaining in these accounts are re-appropriated until the close of the project. This resolution re-appropriates the School Construction Projects balances.

These funds cover the following projects:

Price's Fork Elementary	\$ 831,349
Elliston/Lafayette Elementary	\$ 92,529
New Auburn High School	\$11,086,512
Renovated Auburn Middle School	\$19,633,834
New Blacksburg High School	\$15,518,649
Repairs from Inspections	\$ 79,727
Engineering Inspections	\$ 134,267
PPEA Evaluations	\$ 4,401
Future Debt Service	\$ 954,520
Total	\$ 48,335,788

C. APPOINTMENTS

**1. SUBJECT: MONTGOMERY REGIONAL ECONOMIC
DEVELOPMENT COMMISSION –
REAPPOINT ERIC JOHNSEN**

**R-FY-14-
MONTGOMERY REGIONAL ECONOMIC
DEVELOPMENT COMMISSION
REAPPOINT ERIC JOHNSEN**

BE IT RESOLVED, The Board of Supervisors of Montgomery County, Virginia hereby re-appoints **Eric Johnsen** as a Montgomery County Chamber of Commerce representative to the **Montgomery Regional Economic Development Commission** effective July 9, 2013 and expiring July 8, 2016.

ISSUE/PURPOSE: Re-appoint Eric Johnsen as Chamber of Commerce representative to the Montgomery Regional Economic Development Commission.

JUSTIFICATION: See TAB **D** for a copy of a letter from Catherine Sutton, Executive Director of the Chamber of Commerce, recommending that Eric Johnsen be re-appointed as the Chamber's representative.